



VIRGINIA DEPARTMENT OF CORRECTIONS  
Emergency Grievance

Ch. J. Perchett 11:26 AM

Revised 6/24/13; Effective Date: July 1, 2013  
Operating Procedure 866.1 Attachment 3

### Emergency Grievance

Log # **124111**

Emergency Grievances are provided for offender reporting and expedited staff responses to allegations that an offender is subject to a substantial risk of imminent sexual abuse and to situations or conditions which may subject the offender to immediate risk of serious personal injury or irreparable harm.

Offender Last Name BURKE First CONRAD Number 1201550 Facility S.I.S.P. Building-Cell/Bed 2B.02 Bottom

### PART A- OFFENDER CLAIM

What is the emergency? I have a tooth infection and experiencing  
excruciating, unbearable pains. I'm also having  
head pain along my temple when ever the tooth  
hurts. I need a Antibiotic to treat infection  
and something for pain. I already take Tylenol  
not helping for these toothpains Thank you  
01/24/18 8:42 A.M. [Signature] # 1201550  
Date/Time Offender Signature and Number

### PART B- STAFF RESPONSE

(This part is to be completed and returned to the offender within eight (8) hours.)

☒ Your grievance does not meet the definition for an emergency. Reason/s:  
Your condition does not meet the definition of an emergency  
however you will be kept on sick call this week

☐ Your grievance has been determined to be an emergency and the following action has been taken:

1/24/18 2:40 PM [Signature] Dr. Wells  
Date/Time Respondent Signature Name/Title Printed

☐ PREA - Alleged incident of sexual abuse or sexual harassment; Shift Commander, Facility Unit Head or Administrative Duty Officer, and facility PREA Compliance Manager notified

Alleged sexual abuse or sexual harassment ☐ Will be referred for Investigation

Determination by: \_\_\_\_\_  
Signature Name/Title Printed

Distribution: Original Grievance returned to Offender, Copy forwarded to Institutional Ombudsman/Grievance Coordinator

